

CONTRACTING OFFICER'S REPRESENTATIVE FAA/FAI FAC-COR CERTIFICATION REQUIREMENTS LEVEL I



**Federal Aviation
Administration**

Description

Level I certification establishes fundamental qualifications as a Contracting Officer's Representative via training. This level sets the foundation for core responsibilities and is appropriate for low-risk, non-complex projects including firm-priced contracts, supply contracts, service contracts and minor construction projects.

Education

Formal education is not required.

Experience

Specific experience is not required.

Core Training Requirements

Individuals must document successful completion of at least eight (8) hours of COR-related training within 24 months of application by taking one of the following courses or equivalents:

- FAA60004585/FCR100 – Contracting Officer's Representative Level I (7 hours, online)
- FAA60004227/CLM024 – Contracting Overview (8 hours, online)
- FAA60000126/CLC222 – Contracting Officer's Representative Course (32 hours, online)
- FAA04200 – COR/COTR Basic Training (40 hours, classroom)

Certification Maintenance Requirements

To maintain FAA/FAI FAC-C certification, individuals must earn 8 continuous learning points (CLPs) through completion of skills currency training every two years.

Terms and Conditions

CORs are expected to attain FAA certification before contract award.

CONTRACTING OFFICER'S REPRESENTATIVE FAA/FAI FAC-COR CERTIFICATION REQUIREMENTS LEVEL II



**Federal Aviation
Administration**

Description

Level II CORs must have, through training, experience, and development activities, the knowledge and skills to manage projects or contracts of moderate complexity and risk.

Education

Formal education is not required.

Experience

A minimum of one (1) year of experience as a Contracting Officer's Representative (COR) or similar position such as Contracting Officer/ Specialist or Program/Project Manager.

Core Training Requirements

Individuals must document successful completion of at least forty (40) hours of COR-related training within 24 months of application including one of the following courses or equivalents:

- FAA60004585/FCR100 – Contracting Officer's Representative Level I (7 hours, online)
- FAA60004227/CLM024 – Contracting Overview (8 hours, online)
- FAA60000126/CLC222 – Contracting Officer's Representative Course (32 hours, online)
- FAA04200 – COR/COTR Basic Training (40 hours, classroom)

Certification Maintenance Requirements

To maintain FAA/FAI FAC-C certification, individuals must earn 40 continuous learning points (CLPs) through completion of skills currency training every two years.

Certification Equivalencies

Individuals holding one or more of the following certifications are considered to have successfully fulfilled the requirements to obtain FAA COR Level II/FAI COR Level II certification:

- FAA - P/PM Level I or II
- FAC - P/PM Level I or II
- FAA CO/S Level I or II
- FAC- C Level I or II

In addition, individuals holding a current FAA COR certification are considered to have successfully fulfilled the requirements to obtain FAA COR Level II/FAI COR Level II certification.

Terms and Conditions

CORs are expected to attain FAA certification before contract award.

CONTRACTING OFFICER'S REPRESENTATIVE FAA/FAI FAC-COR CERTIFICATION REQUIREMENTS LEVEL III



**Federal Aviation
Administration**

Description

Level III represents mastery of knowledge and skills associated with managing high-value, complex contracts with significant degrees of risk. CORs must attain FAA COR Level III certification within 6 months from the date of assignment. Level II requirements must be met before progressing to Level III.

Education

Formal education is not required.

Experience

A minimum of two (2) years of experience as a Contracting Officer's Representative (COR) or similar position such as Contracting Officer/Specialist or Program/Project Manager.

Core Training Requirements

Individuals must document successful completion of at least sixty (60) hours of COR-related training within 24 months of application including one of the following courses or equivalents:

- FAA60004585/FCR100 – Contracting Officer's Representative Level I (7 hours, online)
- FAA60004227/CLM024 – Contracting Overview (8 hours, online)
- FAA60000126/CLC222 – Contracting Officer's Representative Course (32 hours, online)
- FAA04200 – COR/COTR Basic Training (40 hours, classroom)

Certification Maintenance Requirements

To maintain FAA/FAI FAC-C Level III certification, individuals must earn 40 continuous learning points (CLPs) through completion of skills currency training every two years.

Certification Equivalencies

Individuals holding one or more of the following certifications are considered to have successfully fulfilled the requirements to obtain FAA COR Level III/FAI COR Level III certification:

- FAA - P/PM Level III
- FAC - P/PM Level III
- FAA CO/S Level III
- FAC- C Level III

Terms and Conditions

CORs are expected to attain FAA certification before contract award.